



BRYCE YOKOMIZO
Director

LISA NUÑEZ
Chief Deputy

County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES

12860 CROSSROADS PARKWAY SOUTH • CITY OF INDUSTRY, CALIFORNIA 91746
Tel (562) 908-8400 • Fax (562) 908-0459



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November 8, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**RECOMMENDATION TO APPROVE AMENDMENT TO THE CONTRACT BY AND
BETWEEN COUNTY OF LOS ANGELES AND eiSTREAM, INC., FOR DOCUMENT
IMAGING AND MICROFILM CONVERSION SERVICES (CONTRACT #75245)
(ALL DISTRICTS - 3 VOTES)**

**JOINT RECOMMENDATION WITH THE INFORMATION SYSTEMS ADVISORY
BODY THAT YOUR BOARD:**

Approve and instruct the Chair to sign the attached Amendment Number One to the contract between the County of Los Angeles and Global 360, Inc., aka eiStream, Inc., to provide microfiche conversion services to the Department of Public Social Services (DPSS) and increase the total maximum contract sum by \$2,130,000, for a total maximum contract amount of \$14,530,000. The contract between the County Information Systems Advisory Body (ISAB) and eiStream, Inc., was approved by your Board on March 15, 2005, to provide similar services for the Probation Department, District Attorney and Sheriff's Department. This Amendment Number One will be effective one day after Board approval.

This Amendment Number One will allow the contractor to provide microfiche conversion services for DPSS at the same rates. Funding for this contract is included in the CalWORKs Single Allocation for FY 2005-06. Funding for FY 2006-07 will be included in the Department's annual budget request.

"To Enrich Lives Through Effective And Caring Service"

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

DPSS uses historical microfiche data in the performance of welfare case audits of all grant payments, child support payments and disbursements over the history of a case. An audit is a comprehensive accounting by month of all welfare grant payments, child support payments and disbursements over the history of a case. Upon completion of an audit, the amount of the Unreimbursed Assistance Pool (UAP) is determined. UAP is the total monetary balances of all collections received from CalWORKs grants and Foster Care after the reported child support from the non-custodial parent has been deducted.

The historical data is currently collected manually from microfiche and needs to be computerized. The digitized images will greatly reduce the time spent in performing this function. In order to computerize the information, it must be converted to digital images. Once it is digitized, it is our intention to provide to DPSS authorized users, online access to the digitized images by accrual month and year for cases where a collection and payment can occur.

The general scope of work to be performed under this Amendment shall include providing all labor, equipment, supplies, and facilities to digitize approximately 13.5 million historical microfiche. The microfiche consists of aid payments distributed by DPSS and child support collections. Each microfiche frame will be stored on an optical disk that includes a case number index.

Implementation of Strategic Plan Goals

This amendment is consistent with the principles of the Countywide Strategic Plan Goal #3: Organizational Effectiveness, by ensuring that service delivery systems are efficient, effective and goal-oriented, and Goal #4: Fiscal Responsibility, by strengthening the County's fiscal capacity.

FISCAL IMPACT/FINANCING

The contract cost of the amendment is \$2,130,000 for the entire term of the Agreement. The annual cost of the amendment is \$1,775,000 for FY 2005-06 and \$355,000 for FY 2006-07. Funding for this contract is included in the CalWORKs Single Allocation for FY 2005-06. Since there is a CalWORKs Maintenance of Effort requirement which will be met by the County, there will be no additional net County cost for FY 2005-06. Funding for FY 2006-07 will be included in the Department's annual budget request.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The County of Los Angeles ISAB currently contracts with Global 360, Inc., for the provision of document imaging and microfilm conversion services to the Probation Department, District Attorney and Sheriff's Department.

This Amendment Number One will allow the contract to provide microfiche conversion services to DPSS. The contractor will not be asked to perform services that will exceed the scope of work and contract term dates.

The County is authorized under California Government Code Section 31000 to contract for special services, including the services described in the Agreement and this Amendment. The funding authority was approved by the California Department of Social Services.

Amendment Number One to Contract #75245 will become effective one day after Board approval.

The Amendment has been approved as to form by County Counsel. The Amendment has been reviewed by the Chief Information Office and they are in support of the Amendment.

CONTRACTING PROCESS

The current contract between ISAB and Global 360, Inc., which was based upon a competitive solicitation process, is being amended to include microfiche services for the Department of Public Social Services. The contract provides imaging and microfilm conversion services for the Probation Department, District Attorney and Sheriff's Department. The contractor negotiated the same fee rate for the additional services and the original contract was the product of a competitive solicitation.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The execution of this amendment will not infringe on the role of the County in its relationship to its residents, and the County's ability to respond to emergencies will not be impaired. There is no change in risk exposure to the County.

This amendment will not affect the current services being provided under this agreement.

CONCLUSION

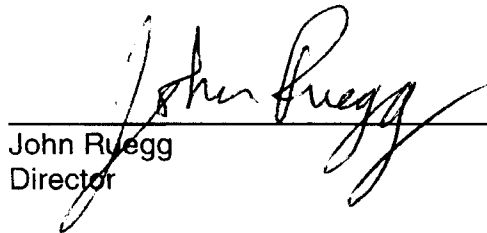
The Executive Officer, Board of Supervisors, is requested to return one (1) adopted stamped Board letter and three (3) original signed copies of the amendment to DPSS.

Respectfully submitted,
Department of Public Social Services



Bryce Yokomizo
Director

Information Systems Advisory Body



John Ruegg
Director

Attachment

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors